

**POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES**

Fairgrounds Station Number 1

February 13, 2019

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, John Doty, Ron Roberts. Dick Wunderlich is participating by FaceTime.

Board trustee absent: R. Jack Clapp excused.

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Alison Meslin, Matt Dougherty, Tom Eddy.

Call to Order {00:10} – Chair Nelson called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Minutes January 9, 2019 Regular Monthly Meeting {00:53} – **Trustee Wunderlich motion to approve January 9, 2019 minutes. Trustee Roberts second. Public comment: None. Motion passed unanimously by voice vote.**

Communications {01:43} – None.

Review and Approve Claims {01:53} – Trustee Wunderlich commented the FY 2019 budget line item 204 turnouts allocation will be expended. Chief Gieser noted approximately \$600 remain. Trustee Roberts mentioned the cost increase \$2,000 for a turnout coat and pant set. The annual budget allocation purchase is for two sets. The rural volunteer membership has 38 members. Trustee Wunderlich commented \$40,000 is estimated to transfer to the capital project fund. **Trustee Wunderlich motion to pay the bills. Trustee Doty second. Public comment: None. Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING JANUARY 31, 2019 {06:00} –

Lake County Treasurer reports month ending January 31, 2019 are current and balanced.

| | |
|--------------------------------------------------------|---------------|
| FUND # 7245 Operating Fund | \$ 86,298.34 |
| FUND # 7244 Voted Levy (5 mills with sunset) | \$ 50,066.14 |
| FUND # 7246 Capital Improvement Fund | \$ 208,798.93 |
| FUND # 7243 Voted Levy Operating Fund | \$.00 |
| Fund 7243 balance \$13.82 transferred to Fund 7245 | |

Check numbers 7081 – 7101, both inclusive \$ 13,209.46

Represents January, 2019 claims

Approved February 13, 2019

Public Safety:

| | |
|------------------------------------------|------------|
| Fire Chief payroll January 4, 18 (gross) | \$2,923.08 |
| Employer expense match SS & Medicare | \$ 233.85 |
| Quick books processing fee | \$ 3.50 |
| Total January, 2019 payroll | \$3,160.43 |

A1-101 deposits -

Deposit to Fund #7245 Operating Fund:

February deposits in transit:

First Bank Card Visa redeemed cash points \$175.00

Good Shepherd Lutheran Church donation \$804.72

Chief Gieser sent a thank you note and picture of the freightliner with refurbished paint.

Posted Journal Voucher prepared by Scott Beggs, Lake County Finance -

01-19 cash fund adjustment in accordance with FY 2018-2019 budget.

1) From fund #7244 5-Mill levy FY 2018-2019 new Station #4 \$23,625.53

To fund #7245 operating. 10% construction down pymt \$23,525.53, and MVP new service \$100.00.

Fund #7244 budget line item #959 for station #4 in progress \$47,000. Remaining budget following transfer \$23,374.47

2) From fund #7246 Capital Improvement FY 2018-2019 budget Freightliner #310 restoration paint unit \$5,264.15

To fund #7245 operating..

Board comments: None. Public comment: None. Chair Nelson thanked Bonnie for the report.

MEMBERSHIP REPORT {09:50} – Unavailable.

CHIEF'S REPORT {09:55:} – Chief Gieser reported 10 calls for the 30 day operational period.

Response:

1). Vehicle accident Highway 93 & Rocky Point nothing found; 2). Fire alarm 28928 east Matterhorn; 3). Mutual aid call to Polson city fire for an apartment fire; 4). Bovine rescue 36757 Morehead Lane; 5). Fire alarm 35949 Memory Lane; 6). Vehicle accident Highway 35 at Fulkersons Corner; 7). Possible water rescue 43200 La Bella Lane; 8). Fire alarm 42448 Valley View Road; 9). Utility pole on fire Bay Point and Homestead Lane; 10). 37315 Kerr Dam road shorted meter base.

Administration:

Attend Lake County Fire Association meeting

Attend LEPC meeting

Attend Lake County hazard mitigation planning team meeting

Repair & Maintenance:

Ship water tender project to Heiman fire for booster tank work

U-300 remove and repair D/S emergency brake assembly

E-333 install and test repaired tornado monitor, repair shorted joy stick harness to deck monitor, repair and rewire lower zone emergency lighting

Chief Gieser discussed the next phase in the process to upgrade WT-310 freightliner. The unit is at Heiman Fire in Sioux Falls, SD. G-3 Fire builds plastic tanks and is located next to Heiman Fire. The price quote to finish the project turn key is \$107,000. The emergency lighting will be installed at Polson in house. Preliminary estimates district cash funds available \$89,000 and general conversation with the membership \$10,000 membership funds may be directed to the project. The cost comparison for tender #308 is \$206,000. The estimated upgrade for WT-310 is \$107,000. The other option is to finish the booster tank work and install on the unit. Then the plumbing and wiring would be completed in Polson in house which would add to the chief's duties. Matt Dougherty

supports the turn key proposal to complete the unit with G-3 Fire. The unit would be ready for the wildland season service. Chair Nelson indicated the project turn key at \$107,000 is very reasonable, Trustee Wunderlich reviewed budget line items budgeted although may not be expended will make the project doable with \$77,000 cash available and the membership donation of \$10,000. The building project and freightliner project are doable. Chief Gieser presented the information for discussion only. The March agenda will include an update on Tender 310 freightliner. Trustee Doty questioned the use of the unit. Chief Gieser replied the specifications lists the unit as a tactical water tender to carry 2200 to 2500 gallons of water. Two purposes serve the unit with wildland attack and standard water tender function for structure fires to support engine operations. A tactical tender contract rate is \$1250 per day. The pump has been installed and a local pump test was completed. Chief Gieser was impressed with the paint job completed at the Montana State Prison in Deer Lodge. Alison Meslin questioned the time frame for completion. The goal is to complete the project in July/August. Matt Dougherty added the tank has a life time warranty. Trustee Roberts indicated the tank also has foam capability. It was Chief Gieser's choice to utilize the truck sleeper and no per diem for meals was requested. The only cost to the district being the fuel to transport the truck. Chair Nelson thanked Chief Gieser for the report.

Old Business:

UPDATE LAND & GROUND WORK & PERMITS {32:00} – Chair Nelson introduced the agenda item. Knife River has equipment on site. The snow and weather conditions delayed excavation. Lake County is monitoring the activity.

UPDATE STATION 4 PROGRESS {33:24} – Chair Nelson introduced the agenda item. The contract with Blackwell Construction, Inc. is being reviewed by Wally Congdon, Deputy County Attorney. Nine conditions in the contract need to be changed. Chair Nelson, Chief Gieser, Cole Blackwell, and Wally Congdon plan to meet tomorrow to complete the changes in the contract. The steel building is in engineering.

UPDATE STATION 4 LOAN {36:38} – Bonnie provided an initial loan information package to Shad Hupka VP-Branch Manager at First Interstate Bank, Polson. The package included the 1960 resolution creating the Polson Rural Fire District, a draft resolution requesting the loan, The resolution states a \$100,000 construction loan with periodical draws, 3.07% fixed interest rate, seven year term with semi-annual payments. **Trustee Doty motion to approve Resolution 2019-01 to authorize the chair and secretary-treasurer of the Polson Rural District to obtain a loan in amount not to exceed \$100,000 for construction of a fire station. Trustee Roberts and Trustee Wunderlich second. Public comment: None. Motion passed unanimously by voice vote.**

UPDATE 5 MILL LEVY & MAIL OUT CARD TO VOTERS {40:25} - Trustee Roberts introduced the agenda item. Resolution 2018-04 a resolution to conduct an election and to impose a new mill levy for the benefit of the Polson Rural Fire. The resolution was submitted to the Lake County Elections Office for the May 7, 2019 election. Committee members input suggestions which were combined in a format postcard to be mailed to voters in the district. Alison Meslin designed two postcards. The March 12th committee meeting will review the postcards and obtain a quote from UPS Store to print the postcard. Target date to mail the postcard is April 5-12. Chair Nelson has speaking engagements at the Masumola Club and Rotary. Private citizens are organizing and paying for the mail out postcard to voters.

New Business:

None.

Public Comments {49:20} - Alison Meslin question the use of items and equipment donated to the district when purchased by membership, etc. Chief Gieser replied when the membership purchases equipment it automatically becomes property of the district and is booked and recorded as inventory. Consumable items less than \$500 are not booked. As an example, the new washer and dryer for washing turnouts at Station 1 will be booked as inventory, The used washer and dryer will be installed at Station 2. A form is not used. The inventory is recorded in the book Alison initiated.

Alison commented members of the public noticed a brush truck parked on Sunny Slope. Chief Gieser replied Unit 300 is parked at a construction job site with Capt. Hoel and Lt. Woodger for ready response to incidents. The truck expedites the response. Officers Woodger, Hoel and Sago trade off the unit for response with an A shift, B shift rotation. Currently a policy is not in the operations manual. It is similar to a battalion chief responding to incidents. The comment to a concerned citizen would be Unit 300 is a command vehicle to respond from their job site. The unit is not used to haul material or service their business. Chief Gieser utilizes administrative unit #301 to and from the station and for response to incidents, but not for personal errands. Gordon monitors the use of Unit 300 and no one has done anything out of procedure. The truck is assigned to one firefighter on call for the month on a rotation. Unit 300 and 301 is first to arrive on any incident with public being better served with the expedited response. Matt Dougherty commented no construction supplies have been hauled in Unit 300. The struts and air bags are in the truck.

Trustee Roberts reported the March 20th meeting is at the Valley View Clubhouse.

The board, Chief Gieser, and public congratulated Trustee Doty elected by acclamation.

ADJOURN: {58:05} – Trustee Doty motion to adjourn. Trustee Roberts second. Motion passed unanimously by voice vote.

Chair Nelson thanked everyone for attending

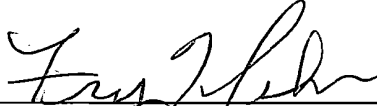
ADJOURN: 7:00 p.m.

Next regular scheduled meeting March 20, 2019 6:00 p.m.

location Valley View Clubhouse

Prior to scheduled meeting.

LOCATION CHANGE TO FAIRGROUNDS STATION


Fred J. Nelson, Chair


Dick Wunderlich, Secretary-Treasurer


Bonnie M. Manicke, Recorder

568764

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

WEDNESDAY, FEBRUARY 13, 2019 6:00 P.M.

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson, MT 59860

Station 1 Phone 406 883 4244

Website lakemt.gov/prfd

TRUSTEE MEETING INCLUDES:

COMMENT BY RAISING YOUR HAND

REVIEW MINUTES JANUARY 9, 2019 MEETING -

BONNIE

COMMUNICATIONS -

BONNIE

REVIEW & APPROVE CLAIMS -

CHIEF GIESER & BONNIE

TREASURER'S REPORT -

BONNIE

CHIEF'S REPORT -

CHIEF GIESER

MEMBERSHIP REPORT -

CHAIR MICHAEL HINGISS

OLD BUSINESS INCLUDES:

COMMENT BY RAISING YOUR HAND

UPDATE LAND, GROUND WORK & PERMITS -

CHAIR NELSON

UPDATE STATION 4 BUILDING PROGRESS -

CHAIR NELSON & TRUSTEE CLAPP

UPDATE STATION 4 LOAN -

BONNIE

UPDATE 5 MILL LEVY & MAIL OUT CARD TO VOTERS -

TRUSTEE ROBERTS

NEW BUSINESS INCLUDES:

COMMENT BY RAISING YOUR HAND

PUBLIC INPUT ON NON AGENDA ITEMS:

ADJOURN:

***** ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO ATTEND AND PROVIDE HELPFULL COMMENTS, OTHER ITEMS NEED TO BE SUBMITTED TO THE BOARD TEN DAYS IN ADVANCE OF THE MEETING.**

568764

Polson Rural Fire District Fund #7245
January, 2019 Claims Approved February 13, 2019

| Num | Description | Memo | Category | Amount |
|----------------------------|----------------------------------|------------------------------------------------------|------------------------------------------|-----------|
| 7081 | Century Link | Acct#411978591 883-4244 Fairgrounds Stn #1 landline | 317 Phone {Landline}-Fairgrounds Stn. | -63.00 |
| 7082 | City Of Polson | Utility Billing Acct 7304 FairgroundsStnFillSpout | 316 WaterFillSpout-Fairgrounds Stn. | -61.34 |
| 7083 | S Davis & Brown CPAs PC | Inv#3351 1/02/19 run pyrl wRptsToCo,Bonnie | 345 Payroll Actg Fire Chief Salary | -22.05 |
| | | Inv#3351 1/04/19 4th Qtr pyrl rpts efile | 345 Payroll Actg Fire Chief Salary | -63.00 |
| | | Inv#3351 1/04/19 YrEndPyrlRpts,W-2, efile | 345 Payroll Actg Fire Chief Salary | -72.45 |
| | | Inv#3351 1/16/19 run pyrl wRpts toCounty,Bonnie | 345 Payroll Actg Fire Chief Salary | -18.90 |
| | | Inv#3351 1/30/19 run pyrl wRpts toCounty,Bonnie | 345 Payroll Actg Fire Chief Salary | -25.20 |
| | | Inv#3351 1/19-1096, 1099 efile & pstg | 345 Payroll Actg Fire Chief Salary | -52.50 |
| 7084 | S First Bank Card | CC1047 TaskForceTips E-333 Repair parts & pstg | 211 Vehicle Repair & Maint Supplies | -492.38 |
| | | CC1047 TaskForceTips E-333 Repair parts | 211 Vehicle Repair & Maint Supplies | -109.53 |
| | | CC3266 Quintana, Jakub, Burris, Jeffrey | 508 Background Checks {New FF} | -29.00 |
| | | CC3266 Emergency Care workbook (Amazon) | 332 Training | -52.79 |
| 7085 | S Flathead Signs & Graphics | 4-reflective names Schoening,Day,McGuinnis, Quintana | 201 Operating Supplies | -40.00 |
| | | 2-metal; blanks | 201 Operating Supplies | -10.00 |
| | | 2-6" gold foil & black #300's identification vehicle | 201 Operating Supplies | -45.00 |
| | | 2-6" gold foil & black #308 identification vehicle. | 201 Operating Supplies | -22.50 |
| 7086 | John Deere | Acct#11113-40551 2-mesh vests lime green | 204 Turnouts Structure & Wildland | -39.98 |
| 7087 | S L.N. Curtis & Sons | Inv#244113 3-hanging letter patches | 204 Turnouts Structure & Wildland | -135.00 |
| | | Loveless, Bick, McGuinnis + shipping | 204 Turnouts Structure & Wildland | -29.00 |
| | | Inv#250231 1-Mount hardware set | 204 Turnouts Structure & Wildland | -21.92 |
| | | Inv#250231 1 pr structural boots | 204 Turnouts Structure & Wildland | -413.00 |
| | | Inv#250231 shipping | 204 Turnouts Structure & Wildland | -14.14 |
| | | Inv#252990 2-turnout jackets | 204 Turnouts Structure & Wildland | -2396.00 |
| | | Inv#252990 2-turnout pants | 204 Turnouts Structure & Wildland | -1710.00 |
| | | Inv#253192 10-knit black hoods | 204 Turnouts Structure & Wildland | -437.50 |
| | | Inv#253192 shipping | 204 Turnouts Structure & Wildland | -29.97 |
| 7088 | Mahugh Fire & Safety, LLC | Inv#83890 2-kit mounting angels & shipping WT-311 | 211 Truck #313 2015 F550 | -273.77 |
| 7089 | S Mission Valley Power | Location #2806820000 | 302 Electricity - Big Arm Station | -141.60 |
| | | Location #2876820001;2876820002 {1-security light} | 302 Electricity - Big Arm Station | -13.07 |
| | | Location #2400744000 | 315 Electricity - Fairgrounds Station | -596.12 |
| 7090 | Mission Valley Security, Inc. | Inv#17343 15-key tags | 201 Operating Supplies | -95.55 |
| 7091 | Montana Ace Polson | Acct#88542963 Misc small items | 201 Operating Supplies | -38.30 |
| 7092 | Montana State Fire Chiefs Assoc. | Inv#MSFCA-562 2019 An'l membership renewal | 331 Membership & Dues | -75.00 |
| 7093 | Montana State Fund | Policy #03-434961-3 Inv#12782698 Work Comp Inst 3/4 | 506 Worker's Compensation | -1708.15 |
| 7094 | PayneWest Insurance | Inv#221001 ADD 2008 Freightliner Tanker WT#310 | 501 Insurance commercial pkg-prop,trucks | -85.00 |
| 7095 | S Polson Auto Parts, Inc. | Inv#519907 cable tie U-333 | 211 Vehicle Repair & Maint Supplies | -12.68 |
| | | Inv#519906 trailer cable U-333 | 211 Vehicle Repair & Maint Supplies | -40.26 |
| 7096 | Republic Services | Acct #3-0889-0014329 Inv #0889-002318578 | 319 Disposal Service - Fairgrounds Stn. | -60.94 |
| 7097 | S Valley Business Systems | Inv#70484 1/17/19 HP200 clean ADF rollers | 220 Office Supplies | -35.00 |
| | | 131A black cart purchased 1/22/19 | 220 Office Supplies | -100.00 |
| 7098 | Valley Journal | Inv#32458 Legal notice close nominations 2 times | 330 Newspaper legal notice, advertising | -8.05 |
| 7099 | S WEX Bank | Truck #301 | 210 Gas, Diesel,Oil | -106.68 |
| | | Truck #301 Transport WT#310 to | 210 Gas, Diesel,Oil | -1096.17 |
| | | Heiman Fire Equip. Sioux Falls, SD | | |
| | | Truck #318 | 210 Gas, Diesel,Oil | -55.49 |
| | | Truck #324 | 210 Gas, Diesel,Oil | -52.93 |
| | | Truck #300 | 210 Gas, Diesel,Oil | -148.36 |
| | | Truck #308 | 210 Gas, Diesel,Oil | -42.45 |
| | | Truck #313 | 210 Gas, Diesel,Oil | -25.15 |
| 7100 | Salish Kootenai College | Inv#3373 Bick, Cole-EMT basic class | 332 Training | -435.00 |
| 7101 | Steel Smith Tank & Equipment | Inv#16197 PTO for Unit #310 | 211 Vehicle Repair & Maint Supplies | -1557.59 |
| TOTAL January, 2019 claims | | | | -13209.46 |